



## ADDENDUM #1

### RFP-2021-DCYF-03-COMMU Community-Based Voluntary Services

On April 16, 2020, the New Hampshire Department of Health and Human Services published a Request for Proposals to contract with one or several provider(s) to deliver a community-based voluntary services (CB-VS) program on behalf of DCYF that would support and strengthen families to prevent them from requiring subsequent involvement with DCYF.

The Department is publishing this addendum to:

1. Delete and replace Section 6, Proposal Process, Subsection 6.2 Procurement Timetable with the following:

#### 6.2 Procurement Timetable

<u>Procurement Timetable</u>		
All times are according to Eastern Time. DHHS reserves the right to modify these dates at its sole discretion.		
Item	Action	Date
1.	Release date for RFP and question submission period opens	4/16/20
2.	Deadline to RSVP for vendors conference using Eventbrite	5/5/20 by midnight
3.	Date of vendors conference hosted on Zoom	5/7/20 from 9am to 11:30am
4.	Deadline to submit questions to DHHS/DCYF	5/14/20 by 5:00pm
5.	Deadline for DHHS to post responses to questions	5/22/20 by 5:00pm
6.	Deadline to submit proposals to DHHS	6/18/20 by 5:00pm

2. Delete and replace Appendix G, Target Population, Table 1, with the following:

**Table 1.** Summary table of target population by DCYF CPS District Office and projected number of families served by each District Office (based on SFY19 and on assumed acceptance rate of 50%) with corrected towns served lists

Office	# of families in target pop. (SFY19)	# served with 50% acceptance	Towns served
Berlin	97	49	Atkinson and Gilmanton, Academy Grant, Bean's Grant, Bean's Purchase, Berlin, Bretton Woods, Cambridge, Carroll, Cascade, Chandler's Purchase, Clarksville, Colebrook, Columbia, Coos Junction, Crawford's Purchase, Crystal, Cutt's Grant, Dalton, Dix's Grant, Dixville, Dummer, Errol, Ervings Location, Fabyan Gorham, Grange Greens Grant, Groveton, Hadley's Purchase, Jefferson, Kilkenny, Lancaster, Low and Burbank's Grant, Maplewood, Martin's Location, Milan, Millsfield, North Stratford, Northumberland, Odell, Percy, Pinkham's Grant, Pittsburg, Randolph, Riverton, Sargent's Purchase, Second College Grant, Shelburne, South Lancaster, Stark, Stewartstown, Stratford, Stratford Hollow, Success, Thompson & Meserve's, Purchase, Twin Mountain, Wentworth's Location, West Milan, West Stewartstown, Whitefield
Claremont	143	72	Acworth, Beauregard Village, Burkehaven, Canaan, Charlestown, Claremont, Cornish, Cornish Flat, Croydon, East Lempster, Enfield, Enfield Center, Etna, Georges Mills, Goshen,

**New Hampshire Department of Health and Human Services**  
**DCYF Community-Based Voluntary Services**



			Grafton, Grantham, Guild, Hanover, Langdon, Lebanon, Lempster, Lyme, Lyme Center, Meriden, Mount Sunapee, Newport, Orange, Orford, Plainfield, South Acworth, South Charlestown, Springfield, Sunapee, Unity, Washington, West Canaan, West Lebanon, West Springfield, West Unity
<b>Concord</b>	217	109	Allenstown, Andover, Blodgett Landing, Boscawen, Bow, Bradford, Canterbury, Chichester, Concord, Contoocook, Danbury, Davisville, Dunbarton, East Andover, East Concord, East Sutton, Elkins, Epsom, Fracestown, Franklin, Gerrish, Goffstown, Gossville, Henniker, Hill, Hooksett, Hopkinton, Loudon, New Boston, New London, Newbury, North Sutton, North Wilmot, Northfield, Pembroke, Penacook, Pinardville, Pittsfield, Potter Place, Salisbury, Short Falls, South Danbury, South Sutton, Suncook, Sutton, Warner, Weare, Webster, Webster Lake, West Franklin, Wilmot, Wilmot Flat
<b>Conway</b>	56	28	Albany, Bartlett, Brookfield, Center Conway, Center Effingham, Center Ossipee, Center Sandwich, Center Tuftonboro, Chatham, Chocorua, Conway, East Conway, East Wakefield, Eaton, Effingham, Freedom, Glen, Granite, Hale's Location, Hart's Location, Intervale, Jackson, Kearsarge, Madison, Melvin Village, Mirror Lake, Moultonborough, Moultonville, North Conway, North Sandwich, Ossipee, Redstone, Sanbornville, Sandwich, Silver Lake, Snowville, South Chatham, South Effingham, South Tamworth, Tamworth, Tuftonboro, Union, Wakefield, West Ossipee, Wolfeboro, Wolfeboro Falls, Wonalancet
<b>Keene</b>	179	90	Alstead, Antrim, Ashuelot, Bennington, Chesterfield, Deering, Drewsville, Dublin, East Sullivan, East Swanzey, East Westmoreland, Fitzwilliam, Gilsum, Greenfield, Greenville, Hancock, Harrisville, Hillsborough, Hillsborough Upper Village, Hinsdale, Jaffrey, Keene, Marlborough, Marlow, Munsonville, Nelson, New Ipswich, North Swanzey, North Walpole, Peterborough, Richmond, Rindge, Roxbury, Sharon, Spofford, Stoddard, Sullivan, Surry, Swanzey, Temple, Troy, Walpole, West Chesterfield, West Deering, West Peterborough, West Swanzey, Westmoreland, Westport, Winchester, Windsor
<b>Laconia</b>	244	122	Alexandria, Alton, Alton Bay, Ashland, Barnstead, Bear Island, Belmont, Bridgewater, Bristol, Campton, Center Barnstead, Center Harbor, Dorchester, East Holderness, Ellsworth, Gilford, Gilmanton, Gilmanton Corners, Gilmanton Iron Works, Glendale, Governor Isle, Groton, Hebron, Holderness, Laconia, Lakeport, Lochmere, Lower Gilmanton, Meredith, Meredith Center, New Hampton, North Sanbornton, Plymouth, Quincy, Rumney, Sanbornton, Thornton, Tilton, Waterville Valley, Weirs, Wentworth, West Alton, West Rumney, Winnisquam,
<b>Littleton</b>	32	16	Aphorp, Bath, Benton, Bethlehem, Bethlehem Junction, Center Haverhill, East Haverhill, Easton, Franconia, Glenciff, Haverhill, Landaff, Lincoln, Lisbon, Littleton, Livermore, Lyman, Monroe, North Haverhill, North Woodstock, Pierce Bridge, Piermont, Pike, Sugar Hill, Warren, Woodstock, Woodsville
<b>Manchester</b>	340	170	Manchester
<b>Rochester</b>	229	115	Barrington, Center Strafford, Dover, Durham, East Rochester, Farmington, Gonic, Lee, Madbury, Middleton, Milton, Milton Mills, New Durham, Rochester, Rollinsford, Strafford,
<b>Seacoast</b>	167	84	Auburn, Brentwood, Candia, Danville, Deerfield, East Kingston, Epping, Exeter, Fremont, Greenland, Hampton, Hampton Beach, Hampton Falls, Kensington, Kingston, New Castle, Newfields, Newington, Newmarket, Newton, Newton Junction, North Hampton, Northwood, Nottingham, Portsmouth, Raymond, Rye, Rye Beach, Seabrook, Somersworth, South Hampton, Stratham, West Nottingham
<b>Southern (incl. telework)</b>	342	171	Amherst, Bedford, Brookline, Hollis, Hudson, Litchfield, Lyndeborough, Mason, Merrimack, Milford, Mont Vernon, Nashua, North Salem, Pelham, Reeds Ferry, Salem, Wilton, Windham, Atkinson, Chester, Derry, East Derry, East Hampstead, Hampstead, Londonderry, Plaistow, Sandown
<b>Total</b>	2,046	1,023	All cities/towns in New Hampshire

### 3. Modify Appendix G, Target Population, to include the following:

**Note to readers:** This document provides town-level data on the number of families in the CB-VS target population. DCYF produced it using the same dataset that fed the analysis contained in Appendix G. You will notice that every District Office list includes a group of families that were assessed by the DO but who do not live in the DO's catchment area as formally defined by DCYF policy. This can happen for several reasons, including that the DO staff have a prior relationship with the family and are therefore determined to be in the best position to conduct the assessment. In SFY19, ~4% of the total CB-VS target population were assessed in this non-traditional manner.

**New Hampshire Department of Health and Human Services**  
**DCYF Community-Based Voluntary Services**



DO name	Town name	Est. # of families in SFY19
<b>Berlin</b> 97 families total (5% outside the catchment area)	Berlin	40
	Lancaster	10
	Colebrook	8
	Whitefield	6
	Dalton	6
	Groveton	6
	Gorham, North Stratford, Milan, Stratford, Columbia, West Stewartstown, Stewartstown, Stark	Fewer than five families in each city, town or community
	Families served by Berlin DO but who do not live in catchment area: <i>Manchester, Bethlehem, Derry, Littleton, Whitefield</i>	Fewer than five families in each city, town or community
DO name	Town name	Est. # of families in SFY19
<b>Claremont</b> 143 families total (1% outside the catchment area)	Claremont	72
	Newport	24
	Lebanon	16
	West Lebanon	6
	Canaan	5
	Charlestown	5
	Enfield, Grantham, Lyme, Lempster, Croydon, Sunapee, Unity, Goshen, Acworth, South Acworth, Grafton	Fewer than 5 families in each city, town, or community
	Families served by Claremont DO but who do not live in catchment area: <i>Winchester</i>	Fewer than 5 families in each city, town, or community
DO name	Town name	Est. # of families in SFY19
<b>Concord</b> 217 families total (5% outside the catchment area)	Concord	55
	Franklin	25
	Pembroke	14
	Weare	13
	Northfield	10
	Goffstown	10
	Penacook	9
	Hooksett	9
	Pittsfield	9
	Allenstown	8
	Boscawen	7
	Loudon	5
	Danbury, Salisbury, Canterbury, Henniker, Chichester, Sutton, Webster, Bradford, Epsom, Bow, Hopkinton, Frankestown, North	Fewer than 5 families in each city, town, or

**New Hampshire Department of Health and Human Services**  
**DCYF Community-Based Voluntary Services**



	Sutton, Dunbarton, Andover, Warner	community
	Families served by Concord DO but who do not live in catchment area: <i>Manchester, Tilton, Gorham</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Conway</b> 56 families total (5% outside the catchment area)	Tamworth	7
	Conway	7
	Ossipee	5
	Center Ossipee	5
	Sanbornville, Center Conway, North Conway, Albany, Center Tuftonboro, Wakefield, Wolfeboro, Effingham, Madison, Union, Glen, Brookfield, Sandwich, East Conway, Moultonborough.	Fewer than 5 families in each city, town, or community
	Families served by Conway DO but who do not live in catchment area: <i>Berlin, Dover, and Cambridge</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Keene</b> 179 families total (1% outside the catchment area)	Keene	53
	Winchester	17
	Hillsborough	15
	Swanzey	10
	Jaffrey	10
	Rindge	8
	Hinsdale	8
	Troy	7
	North Walpole	6
	Greenville	5
	Peterborough	5
	Marlborough	5
	Antrim, Bennington, New Ipswich, Greenfield, Ashuelot, Deering, Alstead, Westmoreland, Gilsum, Spofford, Marlow, Temple, Nelson, West Chesterfield, Drewsville, West Swanzey, Dublin, Chesterfield, Richmond	Fewer than 5 families in each city, town, or community
	Families served by Keene DO but who do not live in catchment area: <i>Henniker</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Laconia</b> 244 families total (3% from outside)	Laconia	83
	Belmont	22
	Tilton	18

**New Hampshire Department of Health and Human Services**  
**DCYF Community-Based Voluntary Services**



the DO catchment area)	Meredith	13
	Plymouth	13
	Campton	10
	Alexandria	8
	Bristol	8
	Center Barnstead	7
	Gilford	7
	Alton	6
	Ashland	6
	West Hampton	5
	Sanbornton, Gilman Iron Works, Rumney, Gilmanton, Barnstead, Center Harbor, Holderness, Winnisquam, Groton, Bridgewater, Dorchester, Thornton, Wentworth	Fewer than 5 families in each city, town, or community
	Families served by Laconia DO but who do not live in catchment area: <i>Alton North Bay, Franklin, Dover, Waterville East Valley, Manchester</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Littleton</b> 32 families total (3% outside the catchment area)	Littleton	9
	Woodsville	8
	North Haverhill, Bethlehem, Glencliff, Woodstock, Warren, North Woodstock, Haverhill, Lincoln, Benton, Lisbon	Fewer than 5 families in each city, town, or community
	Families served by DO but who do not live in catchment area: <i>Dalton</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Manchester</b> 340 families total (3% outside the catchment area)	Manchester	330
	Families served by DO but who do not live in catchment area: <i>Barnstead, Campton, Concord, Derry, Farmington, Goffstown, Nashua</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Rochester</b> 229 families total (5% from outside the DO catchment area)	Rochester	101
	Dover	41
	Farmington	25
	Barrington	12
	Milton	11
	Middleton	6
	Gonic	6

**New Hampshire Department of Health and Human Services**  
**DCYF Community-Based Voluntary Services**



	Strafford	5
	East Rochester	5
	Rollinsford, Durham, Lee	Fewer than 5 families in each city, town, or community
	Families served by DO but who do not live in catchment area: <i>Somersworth, New Durham, Nottingham, Exeter, Portsmouth, Berlin, Hampton, Manchester</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Seacoast</b> 167 families total (4% from outside the DO catchment area)	Somersworth	37
	Exeter	22
	Raymond	20
	Portsmouth	18
	Seabrook	11
	North Hampton	7
	Epping	7
	Hampton	7
	Newmarket	6
	Nottingham	5
	Northwood	5
	Danville	5
	Kingston, Newton, Brentwood, Rye, Deerfield, East Kingston, Fremont, Auburn, Newington, South Hampton	Fewer than 5 families in each city, town, or community
	Families served by DO but who do not live in catchment area: <i>Allenstown, Dover</i>	Fewer than 5 families in each city, town, or community

DO name	Town name	Est. # of families in SFY19
<b>Southern (including telework)</b> 342 families total (3% from outside the DO catchment area)	Nashua	156
	Derry	52
	Londonderry	19
	Milford	16
	Merrimack	15
	Hudson	15
	Salem	14
	Plaistow	8
	Sandown	8
	Bedford	6
	Windham	5

**New Hampshire Department of Health and Human Services**  
**DCYF Community-Based Voluntary Services**



	Pelham	5
	Wilton, Windham, Litchfield, Hollis, Amherst, Hampstead, Brookline, Mason, Chester, Atkinson	Fewer than 5 families in each city, town, or community
	Families served by DO but who do not live in catchment area: <i>Manchester, Derry, Sandown, Mont Vernon, Londonderry, Somersworth, Billerica, Middleton, Windham</i>	Fewer than 5 families in each city, town, or community